



OFFICE OF PUBLIC INSTRUCTION

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Linda McCulloch
Superintendent

2006 ADMINISTRATIVE REGIONAL TRAINING

This training is for school administrators, clerks and secretaries who work with School Nutrition Programs (National School Lunch, School Breakfast, Afterschool Snack, and Special Milk).

Topics include requirements for free and reduced-price meal applications, verification, HACCP Plan requirement, and School Wellness Policy requirement and the basics of administering the School Nutrition Programs.

DATE AND LOCATIONS

Billings	Friday, September 22, 2006	Billings Quality Inn Homestead 2036 Overland Avenue (King Ave. exit)
Great Falls	Friday, September 22, 2006	Great Falls Public Schools District Office 1100 4 th Street South, Aspen Room
Missoula	Friday, September 22, 2006	Missoula Best Western Grant Creek Inn, Spruce Room

TIME

9:00 a.m. – 1:00 p.m.

A healthful snack will be provided.

THE TRAINING IS FREE BUT REGISTRATION IS REQUIRED

Deadline for Registration is September 15, 2006

Call School Nutrition Programs at (406) 444-2501 for more information.

Registration (Please Print)

Complete one registration form for each person attending and fax or mail by September 15 to:
Office of Public Instruction, School Nutrition Programs, PO Box 202501, Helena, MT 59620-2501 or **fax: (406) 444-2955**.

Name and Title _____

School _____

Telephone _____ Fax _____

I will attend training at: Billings _____ Great Falls _____ Missoula _____

"It is the mission of the Office of Public Instruction to improve teaching and learning through communication, collaboration, advocacy, and accountability to those we serve."